

## AAT Diploma in Professional Accounting Level 4



### In a nutshell

The Level 4 Diploma in Professional Accounting maximises opportunities for employment within a wider accountancy context. This course covers high-level accounting and finance topics and tasks.

You will look at and become comfortable with a wide range of financial management skills and applications, and will gain competencies in drafting financial statements for limited companies, recommending accounting systems strategies and constructing and presenting complex management accounting reports.

You will also learn about credit management and cash and financial management. Key themes throughout the qualification include technology, ethics, sustainability and communication.

If your goal is to become an accountant, then study with us here at Coleg Gwent, we have experienced AAT tutors with industry experience to help you successfully complete this qualification.

### This course is for you if...

Apply online at [www.coleggwent.ac.uk](http://www.coleggwent.ac.uk)

[studentrecruitment@coleggwent.ac.uk](mailto:studentrecruitment@coleggwent.ac.uk) | 01495 333777 (Croesawn alwadau yn Gymraeg)





## COURSE INFORMATION LEAFLET

...you've successfully completed the Level 3 Diploma in Accounting and who would like to continue to build their accounting skills

...you'd like to go on to become an AAT full member and/or study for chartered accountant status

...you'd like to start your own business through the AAT licensed members scheme

### **What will I be doing?**

You will enhance the skills you developed from the Level 3 Diploma in Accounting, you will acquire professional accountancy and finance skills that will be useful throughout your accounting career.

This qualification comprises three mandatory units and two specialist units. The mandatory units are:

Applied Management Accounting  
Drafting and Interpreting Financial Statements  
Internal Accounting Systems and Controls

The specialist units are:

Cash and Financial Management  
Credit and Debt Management

### **What is expected of me?**

GCSE Maths and GCSE English Grade C or above is preferable.

Once you are on the course, you will need to make a full commitment to attendance, respect for others, enthusiasm and self-motivation.

You will be continually assessed through assignments and exams, and you will be keen to continue your studies and coursework during your own time.

You will be expected to complete all set homework on time.

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## What comes next?

On completion of this course, and having met AAT's criteria, you can apply for full AAT membership, which will allow you to use the designatory letters MAAT after your name.

However, the primary and most important outcome of the Level 4 Diploma in Professional Accounting is that it can lead to a wide variety of well-paid accountancy and finance jobs, some of which include:

- Professional Accounting Technician
- Assistant Auditor
- Assistant Management Accountant
- Commercial Analyst
- Payroll Manager
- Senior Bookkeeper
- Senior Financial Officer
- Accounts Payable and Expenses Supervisor
- Assistant Financial Accountant
- Cost Accountant
- Fixed Asset Accountant
- Indirect Tax Manager
- Payments and Billing Manager
- Senior Fund Accountant
- Senior Insolvency Administrator
- VAT Accountant

Completion of this course also offers you a fast track route to chartered accountancy status as AAT will give you generous exemptions from all UK chartered and certified bodies.

## Additional information

To study an AAT course, you need to register with the AAT as a student. The college will pay for your AAT registration. You will also need to enrol with the college.

You will need to purchase workbooks at an approximate cost of £60.00. You will also be required to pay a deposit of £35.00 for tutorial books. Your deposit will be returned to you at the end of the academic year, providing the books are returned in good condition.

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